



City of Round Rock
221E Main St
Round Rock, TX 78664
Phone: 512-218-5460
Fax: 512-218-5463

UTILITY SERVICE APPLICATION

START DATE _____ **or** **DISCONNECT DATE** _____
(Please allow 1-2 business days to start service. If you need same day service you will have to come into the office and pay additional fee.)

SERVICE ADDRESS _____

MAILING ADDRESS _____
(If different from service address)

E-MAIL ADDRESS _____

BILLING PREFERENCE
☐ E-BILL ☐ PAPER BILL

APPLICANT _____

CO-APPLICANT _____

DL# _____

DL# _____

SS# _____

SS# _____

DOB _____
WORK _____
PLACE _____

DOB _____
WORK _____
PLACE _____

PHONE # _____

PHONE # _____

OTHER # _____

(If setting up service using a Tax ID number please fill out below example: commercial, real estate and management companies.)

APPLICANT _____

CONTACT NAME _____

TAX ID# _____

PHONE # _____

MONTHLY FRIENDLY ROCK DONATIONS ☐ \$1 ☐ \$ _____

☐ I am over 60 years old and will bring proof to the city offices within three business days to qualify for a penalty delay. I understand that until I submit proof to the city and fill out form in office I will not be granted the payment delay.

☐ Yes, I request that my personal information be kept confidential.

☐ I agree that the City requires 1-2 business days notice to connect service. A \$25 service fee and \$100 deposit will be charged on the first month's bill for residential accounts. Deposits on commercial accounts will vary according to meter size. I understand that I am responsible for all discharges of water on the discharge (customer) side of the water meter, regardless of whether or not the discharge was due to my actions or inactions. Customers are liable for any damage to water meter installed at the customer property. It is unlawful for anyone to break, damage, tamper with, or obstruct the flow of or prevent the proper running of the water meter in any manner whatsoever. Customers who may commit any of the offenses listed above will be charged a fee for water lost and a fee for any damages to the water meter and may have criminal charges filed against them.

X _____
SIGNATURE

*****OFFICE USE*****

ACCT NO# : _____

CSR _____

SERVICE ORDER # : _____

Welcome Packet ☐ mail

☐ e-mail

☐ none needed

VERIFIED _____